Silver Flag Exercise Site

Integrity - Service - Excellence

Deployment Phases of the CCO

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Overview

- Predeployment CC-302
- Initial Deployment CC-502-1
- Build-up CC-502-2
- Sustainment CC-502-3
- Termination / Re-deployment CC-502-4

References

- AFFARS Appendix CC
  - CC-301, 302, & 304
  - Part CC-5
- AFLMA CCO Handbook
  - Chapter 1, pages 16 – 24
  - Chapter 2, pages 38 – 41

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CCO Chain of Events

- **Chain of Events**
  - **Prepare for deployment – Predeployment**
  - **Deploy – Initial Deployment**
  - **Meet with and brief the Deployed Commander (DCC) ASAP**
  - **Set-up a deployed contracting office**
    - **Your Leadership is depending on you to do your job & conduct yourself in a manner that warrants your warrant!**
  - **Procure required supplies (local economy) and services**
  - **Accomplish the mission … come back home … repeat!**

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Force Composition

- Team sized per pop; small UTCs: 1-4 personnel, scalable
  - Normally headed by an 0-2/3 or 7-level enlisted member
  - Small equipment packages: usually hand-carried kit
- Full range of purchasing options: simplified to complex
  - Commodities, Services, Construction
  - Methods: SF44, BPA's, GPC, Purchase Orders, Contracts
- Must have FM: Funds certification, paying agent
- CONS/FM: Represented on ADVON – <u>first chalk</u>
- Should report directly to on-scene CC or *Integrity - Service - Excellence*

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Pre-Deployment Phase

- **Review Site Surveys/AAR for:**
  - **Potential Sources and Potential Contract Problems**
  - **Local Customs, Laws, Taxes, Trans, and COMM**
  - **Status of Forces Agreements**
  - **Facilities, Equipment, and Support**
- **No Site Survey, Try:**
  - **Consult HCA, State Department, or On-line Resources**
- **Pre-deployment preparation, Appdx CC-302**
  - **Survey facilities, equipment, and other support needed for the deployed contracting office**
  - **Accessible for Contractors, Collocated with Comptroller**
- **Other Considerations**
  - **Power Requirements … Water Drainage**
  - **Space (Conference Room)**

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Phase I
The Initial Deployment

- **First 30 - 45 days**
  - **High Tempo, Chaotic & Confusion**
  - **Keep your Commander informed of and in the loop of all contracting matters**
  - **Informal Paperwork**
  - **Cash and Carry Procurements (Centralized)**
  - **Establish good working relations with local officials**
  - **Immediately begin educating your customers**

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Initial Deployment Needs

- **CC-502-1 Contingency contracting activities during initial deployment …**
  - **Food, Water, and Shelter**
  - **Communication and Transportation**
  - **Laundry Services**
  - **Human Waste and Garbage Disposal**
  - **Ground Fuels**
  - **Heavy Equipment**
  - **Utilities**
  - **Quality-of-Life Requirements (Bed down)**
  - **Computer/ADP Equipment and Support**

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CCO Requirements Initial Deployment Phase

- **CC 502-1(b) CCOs responsible for supporting the deployed unit will:**
  - **Establish Minimum Suitable Office**
  - **Obtain Low Security Profile Transportation**
  - **Suitable Communications**
  - **Contact the HCA Designee**
  - **Maps of Adjacent Towns or Settlements**
  - **Interpreter, if Necessary**
  - **With FM, establish a customer Purchase Request system**
  - **Appoint Decentralized Ordering Officers**
  - **Maintain Files/Registers for Contracts**
  - **Start your CCO Continuity Book … it's due Friday at 1030!**
  - **Host Nation Support Agreements**

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Phase II
The Build-Up Phase

- **CCO support the bed down of newly arriving forces**

  (Change in base mission could revert to this phase)
- **Possible plus up contracting personnel**
  - **Formalize processes … documentation and funding**
  - **Develop procedures for tracking and documentation**
  - **Maintain Continuity Book**
  - **Provide paper trail for replacements and auditors**
  - **Purchasing Methods**
  - **Use SF 44, cash, GPC and SAP, (streamline)**
  - **Consider decentralizing**

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CCO Requirements Build-Up Phase

- **Build-up Needs**
  - **Additional Lodging**
  - **Additional Supplies for Arriving Troops**
  - **Construction Projects**
  - **Quality of Life Issues**

- **CC-502-2 Contingency contracting activities during the Build-up phase**
  - **Formats for requisitions - AF Form 9**
  - **Approval Authority**
  - **Finance and LRS coordination**
  - **Armed escort arrangements (cash movements of $10K+)**
  - **Non-appropriated fund (NAF) contracting**

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Phase III
The Sustainment Phase

CC-502-3 Contingency contracting during sustainment.

- **Requirements Consolidated**
- **Longer Term Contract**
- **Agreements with Other Services**
- **Alternate Sources**
- **Document all contracting actions**

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CCO Requirements Sustainment Phase

- **Completion of build-up through duration of contingency**
  - **Focus on the business advisor role, file documentation, cost reduction and other efficiencies**
  - **Consolidated requirements**
  - **Longer term contracts arrangements**
  - **Emphasis on performance based SOW**
  - **Formal Paperwork and Files**
  - **Mostly Decentralized Contracting**
  - **Provide Customer Training**
  - **Business Advisor Role**
  - **Focus on Saving Money**
  - **Morale and Recreational Buys**

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Phase IV Termination/Redeployment

CC-502-4 Contingency contracting, termination/redeployment

- **Chaotic and Labor Intensive**
- **Upon notification of termination or redeployment the CCO will;**
  - **Closeout contracts**
  - **Possibility of new contracts**
  - **Contract action reporting and documentation**
- **Work with LRS to redistribute excess supplies, equip.**
- **CCO and Finance personnel are the last to leave**

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CCO Requirements Termination/Redeployment

- **CC-502-4 Contingency contracting activity during termination/redeployment.**
- **Closeout contracts:**
  - **Return of Rental Items**
  - **Termination for Convenience Actions**
  - **Settlement Negotiations**
  - **Receiving Reports and Invoices Processed**
  - **Final Payments Processed**
  - **Settle Contractor Claims**
  - **Disposition of Purchased Assets / Contract Files**
- **Report actions to Contracting Activity**

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Deployment Phases

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After Action Report

- **After Action Reports must be submitted to parent MAJCOM Superintendent within 30 days … it's due Friday, 1030 hours!**
- **Superintendent will in turn forward the report to HCA/Designee**
- **Shall specifically address items listed in CC-502-4(a)(3)**
- **After Actions Reports should:**
  - **Formal update of site survey;**
  - **Problems encountered;**
  - **Local transportation, billeting, and communications resources availability;**
  - **Evaluation of any HNA and SOFA;**
  - **Any specific problems; and**
  - **Special personnel requirements**

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CCO Phase Requirements Summary

- ***Initial phase*: Responsiveness, streamlined procedures**
  - **Cash and carry (SF44), basic life support**
  - **Vendor base, host nation cooperation may be unknown**
- ***Build-up*: Arrival / Beddown of main body forces**
  - **Purchase request procedures established**
  - **Consolidation of requirements; Blanket Purchase Agreements**
- ***Sustainment*: Longer term contract actions initiated**
  - **IDIQ, consolidation of earlier BPAs**
  - **Cultivation of vendor base**
- ***Termination/Redeployment*: Mission Change/Completion**
  - **New requirements: packing and crating, line haul**
  - **Proper contract close-out vital**
  - **Contracting Officer typically last out**

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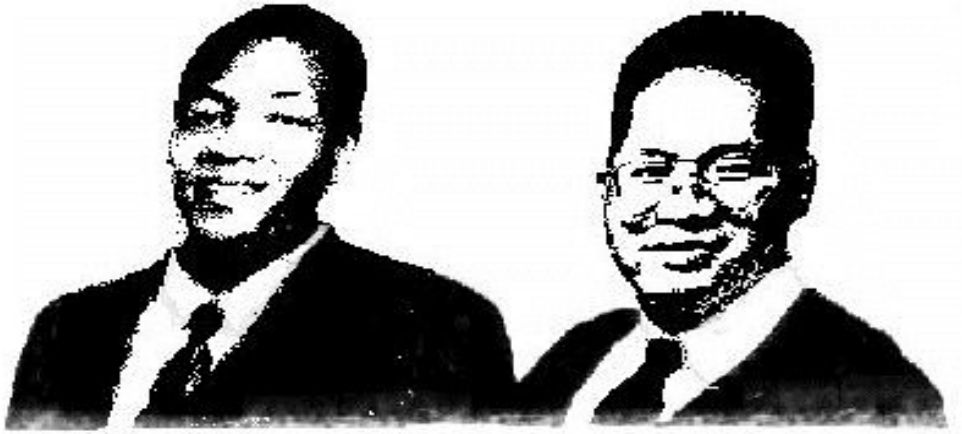
In Memory

Air Force Contingency Contracting

In Memory of contracting's finest who made the ultimate sacrifice



SSgt Ron L. King
25 June 1996
Dhahran , Saudi Arabia

MSgt Ramon Canda
13 August 1993
Bangkok, Thailand

The Ultimate Sacrifice … Never Forget